



CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

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City of Saint Paul Information Packet for Mobile Food Vehicles and Food Carts

1. MOBILE FOOD VEHICLE AND FOOD CART GUIDELINES

2. MAP TO THE INSPECTION SITE

Police & Fire Equipment Services
1675 ENERGY PARK DRIVE

3. BUSINESS LICENSE APPLICATION

<http://www.stpaul.us/depts/dsi/pdf/Business/Class R License Application 2007.pdf>

MOBILE FOOD VEHICLE AND FOOD CART GUIDELINES

If you want to license or renew the license for your **mobile food vehicle** or **food cart** in Saint Paul, please review these requirements. This material does **NOT** contain all of the health rules and regulations; however, it provides guidance for obtaining a license and lists most of the basic requirements.

GENERAL REQUIREMENTS

1. Inspection and License Required. All mobile food vehicles and food carts operated in the City of Saint Paul must be inspected and licensed by the Department of Safety and Inspections (DSI), even if the vehicle or cart is currently licensed by another municipality, county or the State of Minnesota.

2. Other approvals or permits may be required:

A. Operation in a Saint Paul park requires approval from the **Department of Parks and Recreation (651-266-6408)**.

B. You must contact the **DSI Zoning Section (651-266-9008)** regarding any zoning requirements. (Operating on private property requires approval of the owner of the property and that you contact the Zoning Section to determine whether outdoor sales are permitted at that location.)

C. The operation or parking of your mobile food vehicle/cart on a street, sidewalk or other public property may require a permit from **Public Works Right-of-Way (651-266-6151.)**

3. Before applying for a Saint Paul license you should contact **David Weisberg** from the Environmental Health Office @ **651-266-9094** to schedule an appointment to review your proposed operation and the equipment you will use. You should also contact David Weisberg before you purchase and/or repair a mobile food vehicle or food cart or make any repairs or changes to the equipment to be used with an existing mobile food vehicle or food cart.

4. A mobile food vehicle or food cart is, by definition, a food establishment and must comply with the Saint Paul Food Protection Standards (Saint Paul Legislative Code Chapter 331A) and the Minnesota Food Code (Minnesota Rules Chapter 4626. Sections 4626.1830 through 4626.1865 of the code deal specifically with mobile food vehicles and food carts.

5. **Before the inspection**, you must provide the following information to this Office:

A. Your name, home and/or business address, a telephone number where you can be reached and the name of your Business.

B. **MENU** – list all of the foods you plan to sell from the **mobile food vehicle or food cart**.

6. **NONE** of the food to be used with your food vehicle or food cart can be prepared or stored in a private residence.

7. At the time of the Health/License Inspection you must bring the following items with you:

A. **Completed Tax ID Form** (If you will sell foods that are subject to Minnesota Sales Tax. Call 651-296-6181 for information.)

B. **Completed Workers' Compensation Form** (If you will have employees, you will need to provide proof of Worker's Compensation Insurance –Name of insurance company, policy number and effective dates.)

C. **Check or Money Order** payable to the City of Saint Paul for the full amount of the license.

FOOD CART REQUIREMENTS

1. Food carts must comply with National Sanitation Foundation (**NSF**) standard 59 and have an **NSF** seal on them. (Based on the food items being served, the environmental health manager may approve a non-NSF cart.) Food carts must have a **handwashing sink with hot and cold running water.** If only pre-wrapped, pre-packaged foods (including ice cream) are served, moist towelettes may be used instead of a handwashing sink.

2. All licensed **food carts** require a **Commissary**. The **Commissary** **CANNOT** be in a private residence. It must be a restaurant, bakery, grocery store or other food-related business that is currently licensed and has the equipment necessary to allow you to safely maintain, clean and store the **food cart**, including approved commercial refrigeration units for food storage and a 3-compartment sink for proper utensil washing. Each year you must provide our office with a letter, signed by the owner of the **Commissary**, giving you permission to use their facilities.

MOBILE FOOD VEHICLE REQUIREMENTS

1. **Mobile food vehicles** are self-contained trucks, trailers, or other vehicles that have the required sinks, cooking equipment, and hot and cold holding equipment to safely serve your foods. These vehicles are **NOT** allowed to operate more than twenty-one (21) days at any one place. However, Minnesota statute 157.19 exempts owners of mobile food vehicles from the 21-day restriction if they are operated in conjunction with and at the same location as another licensed food facility that they own.
2. All equipment must comply with National Sanitation Foundation (**NSF**) standards and be adequate and appropriate for its intended use.
3. **Mobile food vehicles** in which food preparation takes place must be equipped with **hot and cold running water, a handwashing sink, a three-compartment utensil washing sink and a waste water storage tank**. If only prewrapped, prepackaged foods (including ice cream) are served, moist towelettes may be used instead of a handwashing sink.
4. If you are going to cook, grill or fry in the trailer, you must provide an NSF approved exhaust hood.
5. The minimum floor finish is a **COMMERCIAL** grade sheet vinyl or linoleum. Linoleum tile or carpeting are **not** acceptable.
6. Wall and ceiling finishes must be durable, smooth, light colored and easily cleaned.
7. All surfaces and exposed edges of cabinets and countertops must be provided with at least a plastic laminated finish.
8. A separate commissary may be required for daily resupply and cleaning. (See commissary information for food carts.)

NOTE: If the mobile food vehicle is going to be **used during cold weather**, the water supply system must be fully operational at all times the vehicle is in use. If the water supply freezes, the business must stop serving food until the water supply is restored.

If you plan to store the **Mobile Food Vehicle** on residential property within Saint Paul, contact the Zoning Section at 651-266-9008 to determine if this type of storage is permitted in your neighborhood.

LICENSE FEES (2007)

Mobile Food Vehicle - **\$225.00**

Food Cart - **\$200.00**

City of Saint Paul
Office of License, Inspections and Environmental Protection
Mobile Food Vehicle Inspection Location
Vehicles and Carts

Appointments Only

Call: David Weisburg 651-266-9094

